

MINUTES OF REGULAR MEETING September 19, 2018

1. CALL TO ORDER

Mayor Severino called the meeting to order at 7:00 p.m.

- 2. "Sunshine Law" Announcement-** Adequate notice of this public meeting has been provided by Annual Notice; published in the Hunterdon Democrat and Courier News; posted on the public bulletin board and on file in the Municipal Clerk's Office.

3. FLAG SALUTE**4. ROLL CALL**

	Present	Absent
Mr. Severino	X	
Mr. Hirt	X	
Mr. Sroka		X
Mr. Neary	X	
Mr. Mazza	X	

Also present J.P. Jost, Attorney, Robert C. Clerico, P.E., Grace Brennan, CFO and Municipal Clerk Ella M. Ruta.

5. APPROVAL OF PRIOR MEETING MINUTES

- a. Regular and Executive Session Meeting Minutes of August 15, 2018

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino					X	
Mr. Hirt		X	X			
Mr. Sroka						X
Mr. Neary	X		X			
Mr. Mazza			X			

Motion carried

- b. Regular and Executive Session Meeting Minutes of September 5, 2018
Mayor Severino requested a minor amendment to the Regular Meeting Minutes.

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			X			
Mr. Hirt		X			X	
Mr. Sroka						X
Mr. Neary			X			
Mr. Mazza	X				X	

Motion carried

6. VISITORS

- a. William Malenchek – Jugtown Mountain Motor Club 3rd Annual Fall Swap Meet, October 13, 2018, 9:00 a.m. to 5:00 p.m. Mr. Malenchek will provide insurance as required by the Township.

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			X			

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Mr. Hirt		X	X			
Mr. Sroka						X
Mr. Neary			X			
Mr. Mazza	X		X			

Motion carried

7. REPORTS RECEIVED - Acknowledged

- a. Road Dept.- Week Ending; 8/31/18; 9/07/18
 - b. Animal Control Officer – August 2018
 - c. Public Safety Coordinator – Not Present for Report – Arrived at 7:42 p.m.
 - d. Engineer's Report
- NJDOT Municipal Aid Grants – Said application will be filed and funds would be designated for Baptist Church Road, Section 1 and Perryville Road, Section 4.
 - Perryville Road/Railroad Crossing – Gave a brief update and said construction will begin on October 1, 2018.
 - Capital Program 2018 – Meeting regarding various road projects has been scheduled for September 25, 2018.
 - Frontage Road Grant – Continuing to work with the State regarding the improvements and ownership of the road.
 - NJDOT Grant – Working on Grant for Frontage Road by Foster Wheeler.

8. CORRESPONDENCE/WRITTEN COMMUNICATIONS - NONE

9. PUBLIC COMMENTS

Laura Hollyer, 9 Stonebridge Road – Asked about paving of Frontage Road intersection by the Bagelsmith. Mayor Severino said the Township Engineer is attempting to resolve issues at that site. Atty. Jost said there is a jurisdictional issue regarding ownership with NJDOT.

In addition, Ms. Hollyer, speaking on behalf of her eleven-year old son, referenced the proposed playground improvements at the Union Township Middle School. She understood that the School is waiting for permits from the Township. Mayor Severino said the State Construction Office issues those permits. .

10. PUBLIC HEARING – 2nd Reading

11. OLD BUSINESS

12. NEW ORDINANCE – 1st Reading

NOTICE

PLEASE TAKE NOTICE that the following Ordinance was adopted on first reading by the Township Committee of the Township of Union, County of Hunterdon, State of New Jersey, at a meeting held on the 19th day of September, 2018. The Ordinance was then ordered to be published according to law. Notice is hereby given that the said Ordinance will be considered for final passage at a public hearing to be held on the 17th day of October, 2018, at 7:00 p.m., or as soon thereafter as the matter may be reached, at the Union Township Municipal Building, 140 Perryville Road, Hampton, New Jersey, at which time all interested parties will be heard.

Ella M. Ruta, Municipal Clerk

ORDINANCE #2018-11

AN ORDINANCE REPEALING SECTION 30-30, ENTITLED “REQUIRED GROWTH SHARE AFFORDABLE HOUSING OBLIGATION” OF THE LAND USE CODE OF THE TOWNSHIP OF UNION, COUNTY OF HUNTERDON

Whereas, the existing growth share affordable housing obligation ordinance, SECTION 30-30, was enacted for the purpose of establishing standards to help the Township fulfill its affirmative obligation to facilitate the provision of affordable housing;

Whereas, the provisions of the existing growth share affordable housing obligation ordinance are based on the concept of growth share which has been determined to be invalid by the New Jersey Supreme Court;

Whereas, as a result, it is in the best interests of the Township of Union for the existing required growth share affordable housing obligation ordinance provisions to be herein repealed and replaced;

NOW, BE IT ORDAINED by the Township Committee of the Township of Union, County of Hunterdon, State of New Jersey as follows:

1. Section 30-30 entitled “Required Growth Share Affordable Housing Obligation” of the Land Use Code of the Township of Union, County of Hunterdon is hereby repealed in its entirety and reserved for future use.
2. This ordinance shall take effect upon its passage and publication and filing with the Hunterdon County Planning Board, as required by law.

BY: _____
Matthew Severino, Mayor

Attest:

Ella M. Ruta, Municipal Clerk

First Reading: September 19, 2018
Publication in Full September 27, 2018
Second Reading: October 17, 2018
Publication/Title Only: October 25, 2018

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			X			
Mr. Hirt	X		X			
Mr. Sroka						X
Mr. Neary			X			
Mr. Mazza		X	X			

Motion carried

13. NEW BUSINESS

- a. The following Resolution was introduced for approval:

**TOWNSHIP OF UNION
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

RESOLUTION #2018-86

Resolution to award a contract in excess of \$17,500, pursuant to a Cooperative Purchasing Agreement and N.J.A.C. 5:34-7.11 for rock salt.

WHEREAS, The Township of Union is a member of Cooperative Pricing Unit, and;

WHEREAS, the Hunterdon County Board of Chosen Freeholders has awarded a Master Contract to Morton Salt Inc. (Rock Salt) to provide rock salt for the County and members of the Cooperative Pricing System for Snow and Ice Control Materials Bid No. 2018-14 for the 2018-2019 season, said contract period being from September 19, 2018 to September 19, 2019; and

WHEREAS, the price (Rock Salt) agreed upon by contract is \$50.59 per ton; and

WHEREAS, pursuant to N.J.A.C. 5:34-7.11, the Township of Union desires to authorize the award of a contract which exceeds the bid threshold (\$17,500 / QPA \$40,000) under the master contract awarded by the County, as a member participant.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Union, Hunterdon County, State of New Jersey as follows:

1. The Township hereby authorizes its purchasing agent to purchase rock salt pursuant to the master contract awarded by the Board of Chosen Freeholders to Morton Salt referenced above, and each such purchase order shall bear the identification code of 51-HCCPS, and said identification number shall be shown on all forms pertaining thereto.
2. This resolution shall become effective immediately.

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			X			
Mr. Hirt	X		X			
Mr. Sroka						X
Mr. Neary		X	X			
Mr. Mazza			X			

Motion carried

- b. The following Resolution was introduced for approval:

**TOWNSHIP OF UNION
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

RESOLUTION #2018-87

**APPROVING PROPOSAL OF VAN CLEEF ENGINEERING ASSOCIATES
TO PROVIDE DIGITAL TAX MAPS**

WHEREAS, Union Township is required by the State of New Jersey to provide new and revised Municipal Tax Maps in a digital format as a prerequisite to a general revaluation of all properties in the Township of Union, as mandated by the Hunterdon County Board of Taxation; and

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WHEREAS, the above Tax Map preparation is a professional service which is exempt from public bidding under the Local Public Contracts Law; however, the Township obtained several informal quotations for this professional service; and

WHEREAS, the Township Committee believes that the proposal of Van Cleef Engineering Associates in the amount of \$48,000 provides the best combination of value, experience and efficiency for this professional service, and good cause appearing

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Union, Hunterdon County, New Jersey that the proposal of Van Cleef Engineering Associates LLC for preparation of Digital Tax Maps dated July 17, 2018 is hereby accepted, and the work set forth in said proposal is hereby authorized, subject to certification of funding by the Township's Chief Financial Officer; and

BE IT FURTHER RESOLVED that the amount to be expended under this resolution for the above purpose shall not exceed the sum of Forty-Eight Thousand Dollars (\$48,000), without further authorization by the Township Committee; and

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			X			
Mr. Hirt		X	X			
Mr. Sroka						X
Mr. Neary	X		X			
Mr. Mazza			X			

Motion carried

c. The following Resolution was introduced for approval:

**TOWNSHIP OF UNION
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

RESOLUTION #2018-88

A RESOLUTION TO AFFIRM THE TOWNSHIP OF UNION'S CIVIL RIGHTS POLICY WITH RESPECT TO ALL OFFICIALS, APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTERS, INDEPENDENT CONTRACTORS, AND MEMBERS OF THE PUBLIC THAT COME INTO CONTACT WITH MUNICIPAL EMPLOYEES, OFFICIALS AND VOLUNTEERS

WHEREAS, it is the policy of Union Township to treat the public, employees, prospective employees, appointees, volunteers and contractors in a manner consistent with all applicable civil rights laws and regulations including, but not limited to the Federal Civil Rights Act of 1964 as subsequently amended, the New Jersey Law against Discrimination, the Americans with Disabilities Act and the Conscientious Employee Protection Act, and

WHEREAS, the Township Committee of Union Township has determined that certain procedures need to be established to accomplish this policy

NOW, THEREFORE BE IT ADOPTED by the Township Committee of the Township of Union, Hunterdon County, New Jersey that:

Section 1: No official, employee, appointee or volunteer of Union Township by whatever title known, or any entity that is in any way a part of the Township of Union shall engage, either directly or indirectly in any act including the failure to act that constitutes discrimination, harassment or a violation of any person's constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of Union Township's business or using the facilities or property of the Township of Union.

Section 2: The prohibitions and requirements of this resolution shall extend to any person or entity, including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receives authorization or support in any way from Union Township to provide services that otherwise could be performed by Union Township.

Section 3: Discrimination, harassment and civil rights shall be defined for purposes of this resolution using the latest definitions contained in the applicable Federal and State laws concerning discrimination, harassment and civil rights.

Section 4: The Personnel Administrator of the Township of Union shall establish written procedures for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this resolution. Such procedures shall include alternate ways to report a complaint so that the person making the complaint need not communicate with the alleged violator in the event the alleged violator would be the normal contact for such complaints.

Section 5: No person shall retaliate against any person who reports any alleged discrimination, harassment or violation of civil rights, provided however, that any person who reports alleged violations in bad faith shall be subject to appropriate discipline.

Section 6: The Personnel Administrator shall establish written procedures that require all officials, employees, appointees and volunteers of Union Township as well as all other entities subject to this resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this resolution.

Section 7: The Personnel Administrator shall establish a system to monitor compliance and shall report at least annually to the governing body the results of the monitoring.

Section 8: At least annually, the Personnel Administrator shall cause a summary of this resolution and the procedures established pursuant to this resolution to be communicated within Union Township. This communication shall include a statement from the governing body expressing its unequivocal commitment to enforce this resolution. This summary shall also be posted on the Union Township's web site.

Section 9: This resolution shall take effect immediately.

Section 10: A copy of this resolution shall be published in the official newspaper of the Township of Union in order for the public to be made aware of this policy and Union Township's commitment to the implementation and enforcement of this policy.

Matthew Severino, Mayor

Attest:

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Ella M. Ruta, Municipal Clerk

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			X			
Mr. Hirt	X		X			
Mr. Sroka						X
Mr. Neary			X			
Mr. Mazza		X	X			

Motion carried

d. The following Resolution was introduced for approval:

Township of Union
Hunterdon County, New Jersey

Resolution No. 2018-89

Resolution: Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the Perryville Road Section 4B project.

NOW, THEREFORE, BE IT RESOLVED that Committee of the Township of Union formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2019-Perryville Road Section 4B -00261 to the New Jersey Department of Transportation on behalf of the Township of Union.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Union and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			X			
Mr. Hirt			X			
Mr. Sroka						X
Mr. Neary		X	X			
Mr. Mazza	X		X			

Motion carried

e. The following Resolution was introduced for approval:

Township of Union
Hunterdon County, New Jersey
Resolution No. 2018-90

Resolution: Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the Baptist Church Road Section 1 project.

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NOW, THEREFORE, BE IT RESOLVED that Committee of the Township of Union formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2019-Baptist Church Road Section 1 Roadwa-00262 to the New Jersey Department of Transportation on behalf of the Township of Union.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Union and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			X			
Mr. Hirt	X		X			
Mr. Sroka						X
Mr. Neary			X			
Mr. Mazza		X	X			

Motion carried

14. REPORTS

a. Attorney's Report

- He said a Letter was sent to Jack Templeton, Dept. of Community Affairs, regarding changes to the zoning requirements.
- Fair Share Housing Element - Progressing according to schedule.
- Personnel Manual – Said the Manuel has been updated in compliance with MEL
- Derelict Dwelling in Pattenburg – Zoning Officer sent a letter to property owner.

b. Committee Report -

Mr. Hirt reported the following:

- Thanked the Committee for their assistance with issues regarding Baptist Church Road.

Mr. Neary reported the following:

- Spoke with Liberty Quarry worker about signs (No Slamming Tailgates). Two additional signs will be installed.

Mr. Mazza reported the following:

- Code Enforcement Officer – Opined on the description of the duties and obligations of the position, including office hours. The issue will be discussed with Mr. Sroka before finalization.
- Read a letter from Page Stiger, 3 Finn Road, regarding the burgeoning deer population. Suggested the Committee consider issuing special permits to allow hunting on Township owned lands. CFO Brennan said the Township Insurance Company should be contacted prior to making any decision.

c. Mayor's Report

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- Pilot Travel Centre Signage- Spoke with State Police Officer regarding the installation of the sign redirecting traffic to Pilot. Police are now able to enforce.
- Highlands Coalition – was contacted by the Director who wants to meet with the Township representatives.
- Rupell Road Barn – Mentioned collapsed barn on State owned property.
- Hazardous Waste Day – Mentioned event to be held on September 22, 2018.

15. PUBLIC COMMENT –

Eva Gallea, 18 Carhart Court, reiterated her concerns about the blasting at Liberty Quarry. Mr. Neary offered to be the Committee contact person regarding quarry issues.

16. PAYMENTS OF BILLS

The approved list of bills and all claims against the Township of Union as appearing in the Claims Register of this date paid and that all checks listed hereinafter issued in payment thereof.

Roll Call Vote	Moved	Seconded	Ayes	Nays	Abstain	Absent
Mr. Severino			X			
Mr. Hirt	X		X			
Mr. Sroka						X
Mr. Neary			X			
Mr. Mazza		X	X			

Motion carried

Clerk mentioned a letter from Pilot requesting Bond Release. Atty. Jost will research.

17. ADJOURNMENT

There being no further business to come before the Township Committee at this time Mr. Hirt made a motion to adjourn the meeting at 8:01 p.m. Mr. Mazza seconded the motion. Motion carried by unanimous favorable roll call vote.

Transcribed by: Grace A. Kocher, Deputy Clerk

Matt Severino, Mayor